



Scotch Orchard Primary School
Scotch Orchard
Lichfield
Staffordshire
WS13 6DE

Telephone: 01543 227400
E-mail: office@scotchorchard.staffs.sch.uk

Headteacher Mrs. J. Bishop

Monday 16th May 2022

Dear Parent/ Guardian,

We are really excited to welcome you at Scotch Orchard Primary School in September, and should have now received your letter confirming their start in Reception with us in September.

We would like to initially invite you and your child into school on Thursday 26th May and Thursday 9th June from 1.30-2.30 pm for a stay and play session, where you will have the opportunity to see the provision, and help your child in their transition into their new school.

We would then like to invite parents to an information meeting on the 22nd June at 5pm. This meeting will give you information regarding school dinners, uniforms and other general school routines and procedures. This will also give you the opportunity to ask any questions.

We will write to you again later in the year with more information regarding transition and more dates for your diary. If you have any questions please do not hesitate to contact me via email office@scotchorchard.staffs.sch.uk

Please can you confirm your attendance for these days by emailing school office via the email above.

I look forward to seeing you all soon.

Miss L Haywood
EYFS Lead/ Reception class Teacher



EAL
Friendly School

